

**IT Professional Technical Services
Master Contract Program T#:902TS**

**Statement of Work (SOW)
For Technology Services
Issued By
Minnesota Department of Administration**

PROJECT TITLE

Business Plan for Statewide Parcel Data Integration

SERVICE CATEGORIES

Geographic Information Systems

Architecture Planning & Assessment – Business

Architecture Planning & Assessment – Information/Data

BUSINESS NEED

The State of Minnesota has no existing statewide program for acquiring and managing standardized spatial and attribute data for land parcels, despite requirements for those data by a variety of state agencies for business purposes ranging from land management to emergency response. It is widely understood that local governments are the best source for these data, especially where these governments maintain those data using geographical information systems that are integrated with county tax records. However, the availability of digital parcel data varies greatly among Minnesota's 87 counties, as do their policies and practices regarding data distribution, licensing, and cost recovery. Establishing a program to integrate best available parcel data into a statewide database that supports the Minnesota Spatial Data Infrastructure has been an established goal of the State and organizations around the state since the mid-1990s.¹

The purpose of this project is to develop a detailed business plan for acquiring, integrating, managing and providing access to accurate, current and consistent parcel data (both digital spatial and attribute) for the entire State, based on maintained and authoritative county sources. The business plan will include strategies to address the varied circumstances among Minnesota's 87 counties: available data, data formats, technologies, distribution/redistribution and cost recovery policies, liability concerns, etc. This project will focus upon the critical relationship between Minnesota's counties and the State. The business plan will need to emphasize the essential and ongoing role of Minnesota counties as primary producers and maintainers of parcel data. State laws about data access and cost recovery also must be addressed by the plan, which must be specific enough to guide the state and its county partners towards successfully implementing a statewide parcel mapping program.

¹ See *A Foundation for Coordinated GIS: Minnesota's Spatial Data Infrastructure* (1996) at http://www.gis.state.mn.us/pdf/MN%20Plan%20Consolidation%20%20Final%20_04OCT13.pdf.

BACKGROUND

The business plan will build upon several prior efforts, including the following:

- 2003 Cadastral Implementation Plan² developed as part of the Governor's Council on Geographic Information's effort to build out the NSDI framework data layers for Minnesota.
- 2004 strategic plan³ for an integrated Minnesota Spatial Data Infrastructure (MSDI) that supports the National SDI and an integrated parcel data for the nation vision.
- MetroGIS⁴ strategy for sharing parcel data within the seven county Twin City area.
- Strategies suggested by Minnesota's Digital Cadastral Data Committee⁵ (DCDC), which works with counties throughout the state and advises MnGeo. The DCDC, which is comprised of representatives from local government, non-profits, business and state agencies, has been addressing mechanisms for more productive sharing of parcel data among counties and with the state. The Committee is working on a parcel data transfer standard, which it plans to recommend as a State standard.
- A second generation strategic plan⁶ that further emphasized the state's need for parcel data, especially within the departments of Natural Resources and Transportation.
- Work done by State agencies, MnDOT, the DNR and the Department of Education, which have each secured limited access to parcel data from a number of counties to meet their internal business needs, but which have not established formal or sustainable processes supporting statewide integration and public availability of the data.

In June 2011, a survey of county parcel data and practices was commissioned by MnGeo to identify available spatial and attribute parcel data, technology being employed, data distribution policies and practices, cost recovery and licensing requirements, and key contacts for counties. Data was collected from 83 of the 87 counties and stored in an MS Access database. These survey results will provide significant input for this project. Analysis of the survey results will help identify categories of situations that may require different strategies for data integration. Survey questions are included as Appendix A; a high level summary of survey findings is included as Appendix B. Detailed survey results will be provided to the successful bidder for use in the project. Visits with county staff will likely be needed to review needs and capacities in order to develop specific strategies.

PROJECT DELIVERABLES

The project consultant will deliver to the State a written (two paper copies and one electronic - MS Word format) detailed business plan for obtaining and integrating parcel data to create a

² <http://www.gis.state.mn.us/pdf/MN%20IPlan,%20LRM,%20V1.2.pdf>, Note because of the age of the document two links are broken.

³ *A Foundation for Coordinated GIS: Minnesota's Spatial Data Infrastructure*,

⁴ See MetroGIS parcel data web page at www.metrogis.org/data/info_needs/parcel_boundaries/index.shtml.

⁵ See committee web site at www.mngeo.state.mn.us/committee/cadastral/.

⁶ See www.mngeo.state.mn.us/MSDI/dte/ProgramDesign_FinalFeb09_V21.pdf, *A Program for Transformed GIS in the State of Minnesota*.

statewide parcel data solution. The plan will include strategies that address the variety of circumstances found among the state's counties and regional entities, including data availability, technical capacity, policies and practices, financial and legal issues. The strategies must provide and identify the: guidelines, protocols, procedures, agreements, technical and human resources as well as the funding needed to establish enduring and sustainable processes for statewide parcel data integration and access. The business plan must identify activities needed to ensure that parcel data complies with State standards and the FGDC content standard, is routinely updated, and is accessible through MnGeo's Geographic Data Clearinghouse, web services or other means. The Business Plan must clearly document and rank the issues and obstacles that must be addressed to fully achieve the statewide parcel data vision and recommend ways to overcome them.

It is anticipated that the selected contractor will need to undertake the following tasks and any others that are deemed necessary to produce an effective business plan.

- Identify and assess the business needs of counties for accurate parcel data (both spatial and attribute), not only for the counties that maintain them but for other stakeholders – including but not limited to: municipal governments, regional entities, state agencies, federal agencies, tribal governments, emergency responders, utilities, business, non-profit organizations, and educators. Counties should be grouped into and listed within archetypal groups with similar characteristics. The 2011 survey will assist in this effort, but will need to be supplemented with meetings/conversations with county staff.
- Identify and assess existing tools to identify the status of parcel data development within the state, including Minnesota's Statewide Parcel Mapping Inventory⁷.
- Identify all State agencies collecting or accessing parcel data from counties and what data they collect.
- Assess the MetroGIS strategy⁸ for sharing parcel data within the 7-county Minneapolis-St. Paul metropolitan area and its suitability for extension statewide. MetroGIS has designed and implemented a formal process, supported by data sharing agreements that results in quarterly compilations of parcel data from their original county sources for seven metropolitan counties.
- Review and understand the Minnesota's Data Practices Act, Minnesota Statutes Chapter 13, to clarify legal requirements and obstacles to cost-free and liability-free access to county parcel data. The State's Data Practices Act includes provisions that require availability of public data, but ambiguity exists about how this applies to digital geospatial data. State law does provide for limited cost recovery for data that have "commercial value" but its application to geospatial data is not clear. The Business Plan should recommend any changes to the statutes that would further the establishment of a statewide parcel data layer available to the State and public.

⁷ See www.mngeo.state.mn.us/chouse/SPMI/index.html.

⁸ See www.metrogis.org/data/datasets/parcels/index.shtml.

- Assess existing county parcel data relative to content standards required to integrate data into a statewide and national framework. Counties should be classified into archetypal groups based on the characteristics as well as content of their data.

In addition, the Business Plan must include:

- A description and general specifications for an enterprise architecture that supports statewide parcel data management, access, and distribution -- consistent with standards and guidelines established to support the NSDI. At a minimum this should identify components and functions at the county and state level and how they could be integrated together. The architecture must comply with the State of Minnesota Office of Enterprise Technology's architecture and standards. It should also consider the data exchange standard recommended by the Digital Cadastral Data Committee.
- A model State-county agreement that supports data sharing and cost-free access to data and/or web services needed to support integration of data into a statewide dataset or service. If different clauses are needed to address different county situations they should be provided.
- Funding and/or cost-sharing strategies that ensures the long-term sustainability of a statewide parcel data framework. The funding strategies need to address both development/acquisition as well as on-going operational costs to the counties, State and any other institutions that support a component of the statewide system. The strategies should identify where funds are needed and for what. The funding strategies should be tied to or incorporated within other strategies so that the State can see what resources are needed to implement specific strategies. If funding sources exist that could be applied to this effort they should be identified along with any issues related to their use.
- Everywhere possible, counties must be identified within the business plan and strategies so that both the State and counties can see individual circumstances and needs. Each strategy should identify for which entities it applies.

Using the information collected to build the strategies, provide a table or matrix summarizing GIS capacity (services, applications, data, staff, hardware, software, etc.) in place to provide spatial parcel data for all counties.

Using the information collected to build the strategies, provide a table or matrix summarizing the capacity (services, applications, data, staff, hardware, software, etc.) that are in place to provide attribute parcel data for all counties.

Provide **recommendations** on how the State, counties and any other institutions should proceed to implement a program that acquires and integrates parcel data (spatial and attribute) from all Minnesota Counties into a single, standardized statewide data collection.

The business plan should include an "executive summary" that summarizes contractor findings, strategies needed to meet State objectives and recommendations.

PROJECT MILESTONES AND SCHEDULE

- Project Start Date: As soon as possible – but not before the Work Order is fully executed and no later than 10 working days from a Work Order being fully executed.
- Delivery of a list of strategies needed to address the varied: data distribution policies, technologies, available digitized spatial parcel data, and available parcel attribute data of Minnesota's 87 counties: No later than 90 days from contract work initiation. It may be necessary to add additional strategies after this point in the project if they are needed to address unique county situations
- Key deliverable date: Initial draft business plan with all strategies: No later than April 8, 2012. The State would prefer to receive and have the ability to review and accept individual strategies throughout the project and not receive them all at once.
- End Date: No later than June 1, 2012.

PROJECT ENVIRONMENT (STATE RESOURCES)

The State will provide the following resources:

- Consultant budget / contract services: Up to \$25,000.00 – NOTE: Cost is a significant factor in the evaluation process.
- Limited work space (one professional employee work area, with telephone and internet access)
- Use of conference rooms for project meetings (to be booked in advance)
- Number of MnGeo staff assigned to the project – two, part-time project managers / coordinators

VENDOR STAFF

Required minimum qualifications of project staff to be assigned to the project include:

- At least 2 years experience developing and writing business plans and strategies
- Completed at least 2 projects working with Minnesota governmental entities – State and Counties
- At least 1 year experience working with county parcel data both spatial and attribute, especially for Minnesota.
- At least 2 years experience working with geospatial technologies
- At least 2 years business needs analysis experience

Desired qualifications of staff to be assigned to the project:

- Comprehensive understanding of database design and use
- Interview / facilitation skills
- Experience writing clear and concise documentation/reports

PROCESS SCHEDULE

- Statement of Work released on or by 11/14/2011
- Written questions (via e-mail only) submitted by: 12/02/2011, 12:00 Noon CT
- Written response to questions (via e-mail) posted by: 12/09/2011, 4:00 PM CT
- Proposals due 12/23/2011, 12:00 Noon CT
- Anticipated proposal evaluation begins 12/27/2011, 8:30 AM CT
- Anticipated proposal evaluation & decision 01/07/2012, 4:00 PM CT

QUESTIONS

Any questions regarding this Statement of Work should be submitted via mail or e-mail by 12/02/2011, Time: 12:00 Noon CT to:

Name: Fred Logman
Department: Office of Enterprise Technology
Telephone Number: 651-201-2495
Email Address: Fred.logman@state.mn.us

Questions and answers will be posted as an addendum on the Active Statements of Work page on 12/09/2011, by 4:00 PM CT at:

http://www.oet.state.mn.us/mastercontract/statements/mcp902ts_active.html

EVALUATION PROCESS

The following criteria will be applied to proposal review:

- Company experience with similar projects (10%)
- Experience and skills of proposed contractor's staff committed to work on project (25%)
- Proposed work plan, deliverable schedule, including ability to complete project on time and on budget. (35%)
- Total Cost to State (30%)

Issuing the *Statement of Work* does not obligate the state to award a work order or complete the assignment, and the state reserves the right to cancel the solicitation if it is considered to be in its best interest. The Agency reserves the right to reject any and all proposals.

RESPONSE REQUIREMENTS

Contractor response will include the following items:

- Introduction
- Company overview including its history and organizational structure

- Description of projects similar to this that the vendor has successfully completed
- Statement that conveys contractor's understanding of the State's need and an explanation of their proposed solution.
- List of contractor staff (including qualifications, resumes, etc.) expected to be assigned to this project, their roles and billing rates
- Explanation of how their project will meet the State's requirements
- Detailed Work Plan
 - Identify the steps and process contractor will take to complete the project with anticipated time line
 - Identify type and amount of county contacts and interaction needed
 - List of project deliverables and estimated delivery dates
 - Identify project milestones and expected dates of completion
 - Identify what the State needs to provide contractor
 - Identify the type and frequency of project management reporting – please provide samples
 - Identify and quantify State staff participation in the project
 - Describe when and how the contractor will provide the State with strategies and drafts documents for review and acceptance
 - Describe the acceptance process contractor is proposing for individual strategies and the completed business plan

The plan must include a description of the processes the contractor anticipates using to complete the project including methodologies, forms, instruments and interactions with counties, state agencies, and other stakeholders as well as interaction with state project managers. Description of deliverables (include sample reports and matrixes) to be provided

- At least one example of a business plan and strategies developed by vendor and staff to be assigned to the project. Plans do not need to be included if links to them are provided. It is desirable that multiple plans and strategies be provided.
- Identification of adjustments (additions and/or subtractions) that could be made to the project plan and their associated costs to accommodate the State's budget and timeframe or enhance the project if any may be needed or suggested.
- Expectations of the State and State participants (tasks and amount of time and/or other resources).
- Expectations of the counties, county participants and other stakeholders (tasks and amount of time and/or other resources).
- References from three clients with whom the contractor did similar work and a description of the project and deliverables.

- Billing frequency – the State prefers to have deliverables in hand prior to paying any contractor invoices.
- Proposed change management process
- Expiration date of contractor's Master Contract (with OET)
- Conflict of interest statement as it relates to this project
- Affidavit of non-collusion
<http://www.mmd.admin.state.mn.us/doc/noncollusion.doc>
- Certification Regarding Lobbying
<http://www.mmd.admin.state.mn.us/doc/lobbying.doc>
- Veteran-Owned/Service Disabled Veteran-Owned Preference Form
<http://www.mmd.admin.state.mn.us/doc/vetpref.doc>

Proposal Submission Instructions

- Response Information:
 - a) Send responses to:
Fred Logman
MnGeo, Suite 300
658 Cedar Street
St. Paul, MN 55155
 - b) Label the response: **Statewide Parcel Business Plan**
 - a) Submit 2 written and one electronic copies of proposal
 - b) Response due date: December 23, 2011**
 - c) Expiration date for the vendor's price/terms guarantee
 - d) All vendor questions and inquiries must be made to Fred Logman, 651-201-2495,
fred.logman@state.mn.us

GENERAL REQUIREMENTS

Proposal Contents

By submission of a proposal, Responder warrants that the information provided is true, correct and reliable for purposes of evaluation for potential award of this work order. The submission of inaccurate or misleading information may be grounds for disqualification from the award as well as subject the responder to suspension or debarment proceedings as well as other remedies available by law.

Indemnification

In the performance of this contract by Contractor, or Contractor's agents or employees, the contractor must indemnify, save, and hold harmless the State, its agents, and employees, from

any claims or causes of action, including attorney's fees incurred by the state, to the extent caused by Contractor's:

1. Intentional, willful, or negligent acts or omissions; or
2. Actions that give rise to strict liability; or
3. Breach of contract or warranty.

The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Contractor may have for the State's failure to fulfill its obligation under this contract.

Disposition of Responses

All materials submitted in response to this SOW will become property of the State and will become public record in accordance with Minnesota Statutes, section 13.591, after the evaluation process is completed. Pursuant to the statute, completion of the evaluation process occurs when the government entity has completed negotiating the contract with the selected vendor. If the Responder submits information in response to this SOW that it believes to be trade secret materials, as defined by the Minnesota Government Data Practices Act, Minn. Stat. § 13.37, the Responder must: clearly mark all trade secret materials in its response at the time the response is submitted, include a statement with its response justifying the trade secret designation for each item, and defend any action seeking release of the materials it believes to be trade secret, and indemnify and hold harmless the State, its agents and employees, from any judgments or damages awarded against the State in favor of the party requesting the materials, and any and all costs connected with that defense. This indemnification survives the State's award of a contract. In submitting a response to this RFP, the Responder agrees that this indemnification survives as long as the trade secret materials are in possession of the State.

The State will not consider the prices submitted by the Responder to be proprietary or trade secret materials.

Conflicts of Interest

Responder must provide a list of all entities with which it has relationships that create, or appear to create, a conflict of interest with the work that is contemplated in this request for proposals. The list should indicate the name of the entity, the relationship, and a discussion of the conflict.

The responder warrants that, to the best of its knowledge and belief, and except as otherwise disclosed, there are no relevant facts or circumstances which could give rise to organizational conflicts of interest. An organizational conflict of interest exists when, because of existing or planned activities or because of relationships with other persons, a vendor is unable or potentially unable to render impartial assistance or advice to the State, or the vendor's objectivity in performing the contract work is or might be otherwise impaired, or the vendor has an unfair competitive advantage. The responder agrees that, if after award, an

organizational conflict of interest is discovered, an immediate and full disclosure in writing must be made to the Assistant Director of the Department of Administration's Materials Management Division ("MMD") which must include a description of the action which the contractor has taken or proposes to take to avoid or mitigate such conflicts. If an organization conflict of interest is determined to exist, the State may, at its discretion, cancel the contract. In the event the responder was aware of an organizational conflict of interest prior to the award of the contract and did not disclose the conflict to MMD, the State may terminate the contract for default. The provisions of this clause must be included in all subcontracts for work to be performed similar to the service provided by the prime contractor, and the terms "contract," "contractor," and "contracting officer" modified appropriately to preserve the State's rights.

IT Accessibility Standards

Responses to this solicitation must comply with the Minnesota IT Accessibility Standards effective September 1, 2010, which entails, in part, the Web Content Accessibility Guidelines (WCAG) 2.0 (Level AA) and Section 508 Subparts A-D which can be viewed at:

http://www.mmd.admin.state.mn.us/pdf/accessibility_standard.pdf

Nonvisual Access Standards

Nonvisual access standards require:

1. The effective interactive control and use of the technology, including the operating system, applications programs, prompts, and format of the data presented, are readily achievable by nonvisual means;
2. That the nonvisual access technology must be compatible with information technology used by other individuals with whom the blind or visually impaired individual must interact;
3. That nonvisual access technology must be integrated into networks used to share communications among employees, program participants, and the public; and
4. That the nonvisual access technology must have the capability of providing equivalent access by nonvisual means to telecommunications or other interconnected network services used by persons who are not blind or visually impaired.

Veteran-owned/Service Disabled Veteran-Owned Preference

In accordance with Minnesota Statute §16C.16, subd. 6a, veteran-owned businesses with their principal place of business in Minnesota and verified as eligible by the United States Department of Veterans Affairs' Center for Veteran Enterprises (CVE Verified) will receive up to a 6 percent preference in the evaluation of its proposal.

Eligible veteran-owned small businesses include CVE verified small businesses that are majority-owned and operated by either recently separated veterans, veterans with service-connected disabilities, and any other veteran-owned small businesses (pursuant to Minnesota Statute §16C.16, subd. 6a).

Information regarding CVE verification may be found at <http://www.vetbiz.gov>.

Eligible veteran-owned small businesses should complete and **sign** the **Veteran-Owned Preference Form** in this solicitation. Only eligible, CVE verified, veteran-owned small businesses that provide the required documentation, per the form, will be given the preference.

Foreign Outsourcing of Work Prohibited

All services under this contract shall be performed within the borders of the United States. All storage and processing of information shall be performed within the borders of the United States. This provision also applies to work performed by subcontractors at all tiers.

ATTACHMENT A

County Name

County Webpage URL

Preface with contacting person listed in contact database. Use lead-in dialogue to explain why we are contacting them. Request permission to ask survey questions.

Data Distribution Authority

1. Are you the person with data distribution authority for "county name" County?

2. Name

3. What department are you assigned to?

4. What is your title?

5. What is their role with parcel data in "county name" County?

6. What is your physical working street address?

7. City / state / zip if not in contact database?

8. What is your work telephone number?

9. What is your email address?

In addition to the data distribution authority, ask if there is a person who is the SME with spatial parcel data, property tax database information, or other parcel related information Subject Matter Expert

10. Do you develop or maintain the digital spatial parcel data, tabular property tax database information, or other parcel related information? (DD) (replicate the 8 questions x 3)

Digital spatial parcel data

Tabular property tax database

Other related parcel information

11. Name

12. What department are you assigned to?

13. What is your title?

14. What is your role with parcel data in "county name" County?

15. What is your physical working street address?

16. City / state / zip if not in contact database?

17. What is your work telephone number?

18. What is your email address?

Digital Spatial Parcel Data (DSP)

1. Has your county developed or do you currently maintain digital spatial parcel data? (y,n)

If yes:

2. What format is used most often to distribute the spatial parcel data? (DD)

CAD

Shapefile

- GDB
 - Coverage
 - Paper
 - 3. What is the data maintenance frequency? (DD)
 - Daily
 - Weekly
 - Monthly
 - Quarterly
 - Yearly
 - As needed
 - 4. What are the business needs that drive spatial parcel data development/maintenance?
 - 5. What is/was the funding source to develop parcel data?
 - 6. What is the funding source(s) to maintain parcel data?
 - 7. Do you have metadata for the spatial parcel data?
 - 8. What is the metadata output format? (DD)
 - MGMG
 - FGDC
 - DataLogr
 - Text document
 - XML
 - ISO
 - 9. How often is the metadata updated? (DD)
 - Updated when data is updated
 - Not updated since original development
 - Updated periodically
 - 10. How/where can the metadata be accessed?
 - 11. What is the horizontal accuracy of the spatial parcel data? (DD)
 - Less than 1 foot
 - 1-3 feet
 - 310feet- feet
 - 10-20- feet
 - 20-30 feet
 - 30-40 feet
 - Greater than 40 feet
 - Other: Explain **(11a)**
 - 12. What percentage of the county's parcel data are in digital form?
 - 13. What method was used to create the spatial parcel data linework? (Check boxes - could be more than one)
 - Heads-up digitized overlaying photography
 - Traced paper/mylar maps or drawings
 - COGO development
 - Other: Explain **(13a)**
 - 14. What software is used to maintain the parcel data? (Check boxes - could be more than one)
 - CADD
-

Esri

MapInfo

Other: Explain **(14a)**

15. Who maintains the parcel data? (DD)

Outsourced - Name of company/person

In-house - Name of department(s)

Name of Company/Person or County Department **(15a)**

Tabular Property Tax Database Information (TPTD)

1. What type of Property Tax Data System does the County use? (Check boxes - to include text)

MCIS

ACS

Manatron

CPUI

Other: Text field for type **(1a)**

2. When you distribute digital spatial parcel data, do you provide the property tax database information joined to the spatial data? (y/n)

3. If property tax data is joined to the spatial data, is the tax data current? (y,n)

4. Does your county join all available property tax information or are selected fields joined?

Parcel Data Sharing (PDS)

1. Does your county currently have a data sharing and/or data access policy? (y,n)

1a. If yes, is the policy a formal written policy? (y,n)

1b. Who established the formal policy? (example: Board action, Dept./Committee decision)

1c. If no, are you considering developing a data sharing and/or data access policy? (y,n)

2. Do you charge a fee for spatial parcel data:

2a. To government entities? (y,n)

2a1. If so, what is the fee?

2b. To private business

2b1. If so, what is the fee?

3. Are there any limitations / user constraints / restrictions imposed on the recipients of the shared spatial parcel data?

4. Do you require a license agreement?(y,n)

5. Do you require any other agreements(example: nondisclosure agreement)?

6. Which state agencies, if any, are you sharing spatial parcel data with? (check box)

MNDNR

Mn/DOT

MN Department of Education

Other: Explain **(6a)**

7. The state is currently providing a great deal of geospatial data to Minnesota communities, such as ortho-imagery and LiDAR. Would your county consider sharing parcel data in reciprocity?

8. Is digital parcel data available via the County website? (check box - could be more than one)

Viewable maps

Downloadable

8a. What is the URL or web location?

9. Do you share parcel data as a map service? (check box - could be more than one)

WGS

WMS

KML

MXD

Other: Explain **(9a)**

10. Do you participate in any data sharing collaborations with other counties/regional groups/consortiums? (y,n)

10a. If so, what is the name of the entity(s)?

10b. Entity contact information

10c. Comments

11. Additional general comments

ATTACHMENT B

June 2011 County Parcel Survey Survey questions in 4 Categories

1. Contact information
 - Data Distribution Authority
 - Subject Matter Expert
 - Spatial data, property tax database, other parcel related data
2. Digital spatial parcel data
 - Format, maintenance, metadata, accuracy, % complete
3. Tabular property tax database information
 - System, and distribution format (joined/not joined)
4. Parcel data sharing
 - Policies, fees, license agreements, collaborations (state agencies/regional), accessibility

Communication with significant regional entities

- Requested any needed contact info
- Requested entity to send emails to members announcing the survey, if applicable
- Requested any known info pertaining to data sharing on a regional level

General Survey Responses

- 83 of 87 counties responded
- Very willing to supply information (some said it was about time)
- Metadata 49/87
- Spatial parcel data business needs varied– Automate data for mapping, Multi-department use, Assessor & Zoning, Land Records Modernization
- Funding source for parcel data development varied – General Fund to Recording fees (dependent on when initial data was developed)
 - The funding source is about the same for data maintenance
- % in digital format
 - 59 – 100%
 - 17 - < 100%
 - 11 – no digital format or did not respond to survey
- Data sharing policy – 52/87
- Willingness to share data with state agencies – 75/87

General Comments

- Would like fee guidelines (for standard fee charged by counties)
- Would like standard data sharing policy
- Sharing services is occurring between some local government agencies
- Would appreciate assistance with funding for data sharing
- Would like an FTP site to share data

- Hurry up and give us some guidance